

Angela Maria Azmitia
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Chicago, IL

EXPERIENCE

APR 2018 - Current

Related Companies - Chicago, IL

| Leasing Consultant | CHA Coordinator

- Develop and oversee implementation of Organizational Practices and Procedures as it relates to Affordable Applicant Processing and General Office Management
- Oversee Office Compliance in accordance with Chicago Housing Authorities (CHA)
- Maintain positive Resident Relations by providing excellent Customer Service
- Organization of Resident and Affordable Housing Data through OneSite and Yardi Systems
- Management of long and short term projects (as directed)
- Bridge cross-functional gaps through collaboration with the Design Team, Affordable Leasing, Market Rate Leasing, General Management, and Operations Management
- Oversee Leasing and Annual Renewals

AUG 2016 - JUNE 2020

The School of the Art Institute of Chicago - Chicago, IL

| Teaching Faculty: ACE | Youth Outreach

Graduate Office Assistant

- Filing and Organizational Maintenance
- Monthly presentations utilizing PowerPoint, Photoshop, Illustrator, and Excel
- Oversaw Student Studio Compliance
- Completed long-term projects unsupervised and on-time
- Develop lesson plans in compliance with SAIC Guidelines, and for designated curriculum, including (*but not limited to*): Painting, Drawing, Printmaking, Fashion Illustration, Graphic Illustration, Comics & Graphic Novels, Critical Theory
- Lecturer and Instructor for designated class(es)
- Oversee Student Development, Research, and Organization
- Coordinating Educational Excursions
- Educator for Homan Square Workshop(s)

MAY 2014 - JULY 2016

COACH, Inc. - Tampa, FL

| Assistant Manager

Senior Selling Specialist

- Clienteling
- Oversaw 12 Employees (training to company standard)
- Overseer of Clienttrack and ROI (Return on Investments)
- Developed and Maintained excellent customer relationships through branded client relations: "Modern Luxury Embracement"
- Display merchandise in accordance to visual directives
- Maintained organization of stockroom and relayed store transfers

MAY 2014 - FEB 2015

BCBGMAXAZRIA - Tampa, FL

| Shop Manager

Key Holder

- Scheduled to Store Matrix
- Fostered positive customer relations through product knowledge and Clienteling
- prepared weekly paperwork to be send to corporate
- Scheduled company outreaches
- Display merchandise in accordance to visual directives
- Maintained organization of stockroom and relayed store transfers

References Available Upon Request

EDUCATION

Master of Science in Real Estate (MSRE)
Roosevelt University (RU)
Chicago, IL

Fall 2022 Projected

Master of Fine Arts (MFA), Printmedia
The School of the Art Institute of Chicago
(SAIC)
Chicago, IL
2018

B.F.A., Art Studio | Art History
University of South Florida
Tampa, FL
2013

SKILLS

Data Analysis
Research
Critical Thinking
Strategic Planning
Problem Solving
Organization
Communication
Clientele Management

SOFTWARE

MS Excel (Advanced)
Mac Systems
Microsoft Suite
OneSite Management
Yardi Systems

HONORS & AWARDS

2021

- Eisenberg Foundation Scholar
- Goldie Scholar Recipient
- NAIOP Chicago University Scholar
- Hipolito Roldan Scholarship for Tomorrow's Hispanic Leaders in Real Estate (RU)

2018

- AICAD Teaching Fellowship Nominee (SAIC)

2015

- Merit Scholarship (SAIC)

2013

- OUR Excellence in Research Award (USF)